

Discussion Guide for Group Activity
walkaround
safety walkaround training in four modules
<http://safetywalkaroundvideo.lanl.gov>

LA-UR-04-0257

Background

Los Alamos National Laboratory has produced four training modules that demonstrate the safety walkaround process, an integral part of the Laboratory's Management Safety and Security Walkaround system. David Herbert, a Senior Fellow with the National Safety Council, models and describes the process in three different work environments.

Training Package—available at: <http://safetywalkaroundvideo.lanl.gov>

1. Four training modules in both VHS and DVD formats
2. Cover memo
3. Discussion Guide
4. PowerPoint slides
5. Course roster form, for managers and supervisors only
6. Two green walkaround cards

Process

Here are the Laboratory Director's expectations and suggestions for using these modules as a starting point to discuss the management walkaround process with your team or group to improve your own safety.

1. **Expectation:** Convene a team or group meeting, allowing enough time for viewing and discussing the general instruction module,
safety walkaround process—20 minutes
2. Consider viewing at this or another time, one or more of the specific demonstration modules that relate to your organization,
chemical research area walkaround—17 minutes
machine shop walkaround—16 minutes
office walkaround—15 minutes
3. Using the following questions as a guide, discuss the walkaround process as it applies to your organization.
 - A. How might the walkaround process look in your organization?
 - Do you have multiple kinds of work in your area?
 - B. How can everyone work to make this a positive, nonpunitive, collaborative experience to improve safety?
 - What are your organization's strengths and weaknesses? What can you improve?
 - How do you identify safety issues? How quickly are they resolved?
 - When you find it, do you fix it? How soon?
 - C. What are the different possibilities of layered pairs (i.e., a team leader and a first line worker) that would apply to your group?
 - D. What do individual workers want to see happen in the walkaround process?
 - E. How can workers use the safety walkaround process to their own advantage to improve their safety and work environment and to meet their individual needs?